

**VIRGINIA FIRE SERVICES BOARD**  
**February 25, 2005**

A regular meeting of the Virginia Fire Services Board was held at the Pavilion Convention Center in Virginia Beach, Virginia on Friday, February 25, 2005 at 9:03 a.m. Ms. Lora Sharkey served as Chairman.

**BOARD MEMBERS PRESENT**

Ed Altizer  
Ken Brown  
Gary Eads  
J. Chris Kollman  
Thomas Fuqua  
Floyd Greene  
William Kyger  
Dennis Mitchell  
Brian Mullins  
Michael Reilly  
Lora Sharkey – Chair  
Robert Smith  
Richard Steinberg

**BOARD MEMBERS ABSENT**

Carl Garrison, III  
Susan Williams

**AGENCY MEMBERS PRESENT**

Jennifer Eanes  
Aubrey W. “Buddy” Hyde, Jr.  
Nausheen Khan  
Christy King  
Billy Shelton

**GUESTS PRESENT**

Rick Burch  
Brett Burdick  
Jim Dishner  
Steve Eanes  
Len Enz  
Chris Eudailey  
Jeff Flippo  
Larry S. Gwaltney

Ron Hargrave  
Bill Smith

The VFSB Chair welcomed and recognized representatives from Prince William County.

### **APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

The Chairman asked if there were any additions and/or corrections to the minutes of the December 2, 2004 meeting. With there being no changes the December 2, 2004 meeting minutes were approved.

### **CHANGES IN THE AGENDA**

Unfinished Business: None

New Business: None

### **PUBLIC COMMENTS**

Jim Dishner, President of VFCA, thanked everyone for attending the conference and meetings. He also spoke about the 25 year partnership with VDFP, and wishes for a continued future partnership.

### **COMMENTS FROM THE CHAIR, VFSB**

The VFSB Chair welcomed and thanked everyone for attending. The Chair mentioned good news, that there was an excellent response from the burn building survey to make sure projects were moving forward. The Chair also mentioned the good effort on behalf of VDFP staff that had to move locations from Richmond to Glen Allen. Madame Chair also said that VFSB will continue to serve everyone in any way possible.

### **COMMENTS FROM THE EXECUTIVE DIRECTOR, VDFP**

**Enclosure 1.** Comments from the Executive Director, VDFP

### **REPORT FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING**

**Topic: Gloucester, Pulaski and Spotsylvania Burn Building award increase**

**Motion:** To increase the maximum total award for the Town of Pulaski, Gloucester County and Spotsylvania County for burn building construction from \$325,000 to \$430,000

**Discussion:** Finance committee supports

**Vote:** Motion Carried

**Action:** To increase the maximum total award for the Town of Pulaski, Gloucester County and Spotsylvania County for burn building construction from \$325,000 to \$430,000

**Topic: Chesterfield County Burn Building**

**Motion:** Change the Chesterfield County Burn Building Repair Project from the repair project to a new construction project in the amount of \$400,000 plus up to \$30,000 for A&E Fees to be funded in FY2006

**Discussion:** Approved by Training Committee, and Finance Committee concurred. It was noted that repair money was never claimed and for the project to be completed, locality would have to put in much of their own money as well.

**Vote:** Motion Carried

**Action:** Change the Chesterfield County Burn Building Repair Project from the repair project to a new construction project in the amount of \$400,000 plus up to \$30,000 for A&E Fees to be funded in FY2006

**Topic: Payment Bench Mark Change from 25/25/50 to 25/25/25/25**

**Motion:** Payments will be made at 5 benchmarks: the payment for A&E fees is at the completion of that work; the first 25% of the grant award is payable upon issuance of the building permit; the second 25% of the grant award is payable upon substantial completion of 50% of the construction of the burn building; the third 25% of the grant award is payable upon substantial of completion of 75% construction of the burn building; and the final 25% of the grant award is payable upon completion of the construction of the burn building.

**Discussion:** Full Board now reconsidering failed motion. Concern was expressed that fire departments would need to have partnerships. Contractors may not agree to these payment terms. It was suggested that payment terms should be made explicit up front so contractor is aware of payment terms.

**1<sup>st</sup> Amendment:** to amend the motion

**Discussion:** Architect would be signing off for accountability. This information would be in the bid project so when contractor sees contract, payment issues will not become a concern later

**1<sup>st</sup> Amendment withdrawn**

**2<sup>nd</sup> Amendment:** to amend the motion

**Discussion:** question if certain contractors don't bid on projects because of previous payment benchmarks. VDFP supports any decision made by VFSB.

**The Board recessed at 9:57am in order to work on amendment  
The Board reconvened at 10:15am**

**Discussion:** None

**Vote on 2<sup>nd</sup> Amendment:** Amendment defeated

**Motion:** Payments will be made at 5 benchmarks: Payment for A&E work at completion of the design. The 1<sup>st</sup> 25% will be paid upon issuance of the Building Permit; the remaining 3 installments of 25% each shall be issued upon completion of 50%, 75%, and 100% of the work. The payments will be issued after receipt of a Certificate of Completion of each stage by a design professional registered in the Commonwealth of VA.

**Discussion:** None

**Vote:** Motion carried

**Action:** Burn Building Policy to be changed and prepared for signature

**REPORT FROM THE COMMITTEE ON FIRE PREVENTION & CONTROL**

**Topic: VFIRS Policy**

The committee has received comments from the OAG on the VFIRS Hardware Grant Policy. The committee will review the document and if any comments, send to VFSB Clerk. Adoption will hopefully be at the next meeting. It was mentioned to ensure that all VFSB members have copies of the VFIRS policy.

**Motion:** None

**Discussion:** Question was asked if the draft will/should be placed on the website. After discussion, consensus showed that it should not be placed on website.

**Vote:** None

**Action:** None

**Topic: Mini Grant Policy**

The Wednesday work session on FAQ's for Training Mini-Grants was helpful and discussion continued about the draft. The document will be sent out in a few weeks to every board member. This document is not policy – it is only a living document since mini-grant document is subject to change every year due to funding. Executive director was thanked for sending helpful budget liaison.

See: **Enclosure 2.** Frequently Asked Questions/FAQs & Hints about Training Mini-Grants – Working Draft

**Topic: Reliable Sprinkler Heads**

**Motion:** None

**Discussion:** The VFSB was informed of an apartment complex fire with \$1.5 million damage- problem was that the balconies were not protected as the sprinkler heads failed to respond. 30 sample heads showed that 3 heads did not activate. They were all exterior sidewall dry heads. Their operation is very similar to the Omega from years ago. There is great concern regarding working sprinkler systems. Fairfax County had about a 90% failure rate for overhead sprinklers. Current ICC standard is that heads should be checked every 50 years.

**Vote:** None

**Action:** None

**Topic: New Type of Drywall-Lexan**

**Motion:** None

**Discussion:** Drywall with lexan chemical and fiberglass in the center adds strength to structure; therefore, this new type of drywall alarms the fire service because it makes drywall extremely difficult and dangerous (if gloves are not used) to break through during rescue. It was also mentioned that there will probably be a work session regarding this matter, sometime before the April meeting.

**Vote:** None

**Action:** Code committee to work on a code that requires notification to the fire services when this chemical is used in drywall for the construction of any type of structure

**Topic: Code Committee**

**Motion:** None

**Discussion:** *March 11<sup>th</sup>*: code and standards committee hearing of board of housing-1<sup>st</sup> time for proposed changes to printed legislation

*March 17<sup>th</sup>*: 1<sup>st</sup> public hearing of board of housing- VFSB is invited to be part of public hearing. Hearing held in Richmond convention center.

**Vote:** None

**Action:** None

**REPORT FROM THE COMMITTEE ON ADMINISTRATION, POLICY & FINANCE**

Chair thanked Mr. Singleton for attending

**Topic: Increase funding for Mini-Grant program**

**Motion:** To provide up to \$140,000 for previously qualified FY05 Mini-Grants for which funding was not available

**Discussion:** The Board will look over a list of localities that met the requirements. It was mentioned that there were \$268,000 worth of applications and there were only a few applications that did not qualify. Board will look at all partially awarded localities as well.

**Vote:** Motion carried

**Action:** provide up to \$140,000 for previously qualified FY05 Mini-Grants for which funding was not available

**Topic: ATL Policy**

The VFSB Chair explained the situation from April 2001, when the decision to raise minimum amounts awarded was made. The current Attorney general had no problem except it was his opinion that attorney general from 4 yrs ago made a

mistake and board had and still has no authority to raise the minimums from the current policy's no less than \$4,000 and no more than \$10,000 award range.

**1<sup>st</sup> Motion:** Upon the advice of the AG's office, delete the sentence, "The Board elects different minimums so long as such minimums are not less than those specified by the Code." Also delete "Exhibit A" on page 6 of the ATL Policy. Also delete the statement, "The Board shall inform the Agency not more than 90 days..." of the ATL Policy.

**Amendment:** Effective with 2006 ATL Distribution

**Discussion:** It was suggested that our Assistant OAG's advice must be taken into consideration otherwise legal action can be taken

**Vote:** Amendment passed

**Action:** Motion amended

**Discussion:** It was noted that certain board members feel that the Assistant Attorney General's opinion was not interpreted the way that best represents the board's intentions on this matter.

It was also mentioned that the VFSB's opinions and leadership are much appreciated and many board members voted for the amendment under protest.

Other members also concur with the previous statements. It was mentioned that a special one day legislative meeting should take place right before general assembly sessions so that future legislative affairs matters can be resolved before session ends.

Discussion occurred on the equity of giving certain localities less than what they expect for the FY05

**Vote:** Motion carried 11-2

**Action:** ATL Policy amended

**2<sup>nd</sup> Motion:** That the Chairman the Exec. Director send a letter of explanation to notify all localities of the new change in the ATL.

**Discussion:** It was suggested that the VFSB Chair and VDFP Exec. Director formulate a letter, with the help of Assistant Attorney General, to inform localities of the ATL situation so that they are aware of the mistake made in April 2001 and understand the current stance on the issue.

**Vote:** Motion carried

**Action:** That the Chairman the Exec. Director send a letter of explanation to notify all localities of the new change in the ATL.

## **UNFINISHED BUSINESS**

### **Topic: Handbook for new members**

**Motion:** None

**Discussion:** Board member Gary Eads to take on the task of developing a Board handbook for new VFSA members

**Vote:** None

**Action:** Board member Gary Eads to take on the task of developing a Board handbook for new VFSA members

## **NEW BUSINESS**

### **Topic: Future meeting dates and times for VFCA**

**Motion:** None

**Discussion:** Committee meetings Friday morning and opening ceremony Friday evening as usual- full board meeting Saturday morning

**Vote:** None

**Action:** None

### **Topic: Flashover simulator seminar in Prince William County**

**Motion:** None

**Discussion:** It was noted that the seminar is free of cost, as well as a good training opportunity. Instructors will be attending from England.

Contact person: Waren Witley: (703)792-6382

Dates of event: April 9<sup>th</sup> and 10<sup>th</sup>.

**Vote:** None

**Action:** None



**NEXT MEETING DATE AND LOCATION**

The next meeting will be held April 21- 22, 2005 in Bristol. Committee meetings will start at 10:00 AM on Thursday, April 21<sup>st</sup>, 2005. Full meeting will be on Friday, April 22<sup>nd</sup> at 9:00 AM.

**ADJOURNMENT**

The Committee adjourned at 11:10 a.m.

Clerk of the Meeting  
Nausheen I. Khan

**REVIEWED BY:**

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Aubrey W. Hyde, Jr., Executive Director,  
VDFP

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Date

**Enclosures:**

1. Comments from the Executive Director, VDFP
2. Frequently Asked Questions/FAQs & Hints about Training Mini-Grants  
– Working Draft